

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

OCTOBER 9, 2019

- I. CALL TO ORDER/GREETINGS:** Board President, Dr. Mark Bailey called the meeting to order and welcomed everyone to the open session. A motion was seconded and approved for acceptance of the September minutes.

Board Members Present: Dr. Mark Bailey, President; Michele Kutta, 1st Vice President; Robert Lang, 2nd Vice President; Kirk Helfenbein, Secretary; Dr. Ahmed Elzaree; Melanie Oppat; Sheria Jennings; Dr. James Kalshoven; Brandon Wylie.

Board Member Absent: Robert Bradshaw

Board Staff Present: Christy Collins, Executive Director; Thomas Anderson, Health Occupations Inspector; Carla Boyd, Esq., Board Counsel.

II. PRESIDENT'S REMARKS:

Dr. Bailey introduced Christy Collins as the new Executive Director. He also introduced the Legislative Liaison, Lillian Reese.

III. ADMINISTRATIVE REPORT:

Ms. Collins informed the board about several objectives that are currently being reviewed for efficiency. They include making the board website more user friendly, and working with the licensing committee to update board forms for applicants.

IV. COMMITTEE REPORTS:

a. Executive Committee –No report.

b. Family Security Trust Fund: Chair, Dr. James Kalshoven, reported there is currently \$1,115,374.03 in the fund.

c. Pre-Need Committee – No report.

d. Establishment Committee – Chair Kirk Helfenbein reported on the following establishments. Motion was seconded and approved for the following:

- i. Alexandra O'Donnell, Marzullo Funeral Home, request to open a restricted establishment
- ii. Robert Terry Connelly, Jr, Marzullo Funeral Home, request to open a restricted establishment

e. Licensure Committee – Chair Michele Kutta reported on the following:

- i. Old Business: Ms. Kutta reported that the jurisprudence exam will be given next Tuesday, October 15, 2019 at 10:00am at the Board Office. The practical exam will be given at the Anatomy Board on Thursday, October 17, 2019 at 1:00pm.
- ii. New Business: Ms. Kutta reported a high volume of phone calls from apprentices requesting an extension for their apprenticeship license due to several variables. Regardless of exam type, there are issues with timely filing from when they

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

OCTOBER 9, 2019

receive their apprenticeship license, passing appropriate tests, and having the scores submitted to our licensing office. The committee would like to establish a by-request and no-fee, 60-day extension to apprenticeship licenses to produce required documents and scores to the board. If the apprentice fails to submit the required documents within 60 days, they will be required to renew their license for 1 year. A motion was seconded and approved.

- iii. Apprentice – Md. Kutta moved for approval of apprenticeships. Motion was seconded and approved for the following:
 - 1. Christopher Boggs, Sherri Collins-Witzke, Harry Witzke Funeral Home
 - 2. Jewel Tatuem, Benny Smith Funeral Home (Jonathan Meachum as sponsor)
 - 3. Allison Mullens, Mattingly Gardiner Funeral Home (Michael Gardner as sponsor)

- iv. Mortician – Ms. Kutta moved for approval of morticians. Motion was seconded and approved for the following:
 - 1. Angela Eiss, Sagel Bloomfield
 - 2. Stephanie Durst-Mcateer, Durst Funeral Home
 - 3. Nikita O'Gard, Evans Funeral Chapel
 - 4. Janese Gray, Eckhardt Funeral Chapel
 - 5. Tia Cooper, Gasch's Funeral Home

- v. Mortician by Waiver of Apprenticeship - Ms. Kutta moved for approval of morticians by waiver of apprenticeship. Motion was seconded and approved for the following:
 - 1. Michael White, JB Jenkins Funeral Home
 - 2. Sean Mays, Ronald Taylor II Funeral Home

- vi. Crematory Operator – Ms. Kutta moved for approval of crematory operator permits. Motion was seconded and approved for the following:
 - 1. Brandon Williams, Heaven Bound Cremation Services
 - 2. Preston Turner, Heaven Bound Cremation Services
 - 3. Gloria Turner, Heaven Bound Cremation Services

- vii. Registered Transporters – Ms. Kutta moved for approval of registered transporters. Motion was seconded and approved for the following:
 - 1. Eddister Chappelle, Alvin's Anointed Hands
 - 2. Trevor Beebe, Anatomy Gifts Registry
 - 3. Brandon Williams, Heaven Bound Cremation Services
 - 4. Valentina Jones, EC Whitaker Company
 - 5. Christina Scovens, Compassionate Care Mortuary Transfer

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

OCTOBER 9, 2019

- f. Continuing Education Units Committee – Continuing Education Units (CEUs) Committee – Chair, Melanie Oppat, reported.
- i. The following educational offerings are considered preapproved pursuant to COMAR 10.29.05.03.
 1. National Funeral Directors Association (NFDA), *Tips and Tricks for OSHA Compliance*, 11/14/2019 - 1 CEU
 2. International Cemetery, Cremation, & Funeral Association (ICCFA) Live Webcasts: *Cremation Arranger*. 12/11/2019 – 7.5 CEUs and *Crematory Operator*. 12/12/2019 – 7.5 CEUs
 3. Virginia Mortician Association (as approved by Academy of Professional Funeral Service Practice): *Getting Creative with Cremation Families; Virginia Pre-Need; Virginia Laws & Regulations; and EDRS Updates*. 11/6/2019 - 5 CEUs
 - ii. The motion was seconded and approved for the following educational offerings.
 1. Delmarva Funeral Service Associates: *Civilian Response to Active Shooter Events*. 10/24/2019 - 2 CEUs
 2. Pittsburgh Institute of Mortuary Science: *Recognition of Reporting Child Abuse, Funeral Service Ethics, Thriving in Today's Changing Marketplace*. 12/6/2019 - 6 CEUs
- V. OLD BUSINESS: No Report
- VI. NEW BUSINESS:
Dr. Bailey addressed ongoing website development and updates with an approximate completion of 3-4 weeks.
- VII. FOR YOUR INFORMATION:
Dr. Bailey reiterated the jurisprudence exam at the board office on October 15, 2019 at 10:00am. The practical exam will be held October 17, 2019 at 1:00 pm at the State Anatomy Board. The next board meeting will be November 13, 2019 at 1:00pm in the board office, room 110.
- VIII. LEGISLATIVE/REGULATION UPDATE:
 - i. Lillian Reese informed the board that the regulation proposals submitted to the Secretary's office have been approved, sent to the AELR committee and the Division of State documents, and will be printed in the MD register on October 25, 2019. There will be a 30-day comment period that will expire on November 25, 2019.
 - ii. Dr Bailey stated that the pdf document, 7-410, will be removed from the website. The link on the website will provide all the latest updates.
- VIV. ADJOURNMENT: Motion for adjournment was made, seconded, and adjourned.

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

OCTOBER 9, 2019